

**Minutes of Meeting
Grafton Planning Board
October 24, 2011**

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A regular meeting of the Grafton Planning Board was held on Monday, October 24, 2011 in Conference Room A at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman Bruce W. Spinney III, Vice-Chair Stephen Qualey, Clerk James Walsh III, Robert Hassinger and David Robbins. Staff present was Town Planner, Stephen Bishop and Assistant Planner Ann Morgan.

Chairman Spinney called the meeting to order at 7:00 p.m.

There were no Action Items.

DISCUSSION ITEM 2-A – ASSOCIATE MEMBER LETTER OF INTEREST

Chairman Spinney announced that it was confirmed today that this item will be taken up at a joint meeting with the Board of Selectmen on November 1, 2011 and requested all Board members try to be present.

Chairman Spinney received unanimous consent to take the Discussion Items out of order.

DISCUSSION ITEM 2-C – WORKSHOPS

Chairman Spinney suggested the Board begin to designate some specific dates from December to mid-January for workshops to specifically discuss the Mixed zoning project. Chairman Spinney noted this will be a start of many needed discussions, particularly those involving the public, in an effort to expose to all interested what the Mixed zoning will encompass.

MINUTES OF PREVIOUS MEETINGS

MOTION by Mr. Qualey, **SECOND** by Mr. Walsh, to approve the open session minutes of September 26, 2011. **MOTION** carried unanimously 5 to 0.

STAFF REPORT

Mr. Bishop informed the Board that a new Site Plan application from Unibank has been scheduled for the November 14 meeting requesting to locate a bank in the former Tas-T Pizza Building at 89 Worcester Street.

Chairman Spinney inquired whether the application will require a traffic study.

Mr. Bishop stated that there is a level of traffic review associated with the site plan process.

Mr. Hassinger noted that CMRPC has done a previous study on that part of Worcester Street and a list of needs/requirements was given to the Board of Selectmen, with no improvements performed to date.

Mr. Bishop remarked that the dredging contractor has been mobilizing and starting work on the Canal, with the restoration project on track. Mr. Bishop added that the Town is still coordinating with National Grid to get the lights on, which should be happening within the next few weeks. Mr. Bishop stated additionally that the State has shown up to scrape and paint the bridge and will also be adding lights to the bridge.

Mr. Hassinger asked about standing water he observed at the park site and was told that the systems to take care of the drainage will be installed in the spring when the park is finished off.

DISCUSSION ITEM 2-B – MIXED USE ZONING PRESENTATION

Mr. Bishop proceeded to show a power point presentation to the Board regarding the Mixed Use Zoning criteria for South Grafton which will also be used for the public outreach to people as to what is being proposed and how they will be impacted.

The Board continued to discuss the various aspects of the presentation, the differences with an Overlay District, the vision for a village environment, and how the Planning Board can take ownership of the project with direct participation.

John LaPoint of the Economic Development Commission commented that the EDC has been looking at the project for at least six months and is very anxious to support it. Mr. LaPoint indicated that due to the past poor support the Planning Board has had in recommending new zoning to Town Meeting, the EDC may have a better chance selling the project for public perception. Mr. LaPoint suggested highlighting various previous storefronts to the public as a way of informing them of the past.

Chairman Spinney requested all Planning Board member feedback from the presentation and discussion be directed back to Mr. Bishop, in order to coordinate discussions for workshops. The Board unanimously agreed that they need to come up with an aggressive schedule for workshop discussions.

MOTION by Mr. Hassinger, **SECOND** by Mr. Qualey, to adjourn the meeting.
MOTION carried unanimously 5 to 0.

The meeting was adjourned at 8:25 p.m.

EXHIBITS

- **Discussion Item 2-A – Associate Member letter of interest –** Correspondence from Sargon Hanna

- **Discussion Item 2-B – Mixed Use zoning presentation** – Proposed Zoning:
Village Mixed Use District power point presentation



James Walsh III, Clerk

